

Distance Learning Plan

Central Public Schools - ISD 108





What is Distance Learning?


- Extended time of continuous learning
- On-going and sustainable instructional delivery and assessment
- Must address all students in an equitable manner
- Requires student attendance
- Designed to be the primary instructional delivery platform



What is the transition timeline?

- March 18 - 27: Teacher Planning and Preparation
- March 30 - Until at least May 4: Distance Learning Instruction

Distance learning will continue in all MN schools until at least April 30 and could be extended - MDE Commissioner Ricker 3-25-2020 on a conference call with school superintendents



What are the expectations for teachers?

- Teachers will fulfill assigned duty days from 7:30-3:30.
- Students and parents will have contact with teachers in some method each instructional day.
- Teachers will assess student work and assign grades.
- All teachers will hold “office hours” from 8:30-11:00 daily. Parents and students can expect prompt responses from teachers during this time.
- Teachers will continue to plan lessons, videos, and other curriculum.

What will instruction look like on a weekly basis?

Community Ed

- Students will receive daily instruction in the areas of literacy, writing, math, and music.
- Instruction will be provided through a combination of work packets and short videos.
- Packets will be supplied every two weeks through a pick up at the elementary or at the Cologne Preschool site. Families that cannot make it to the pickup site will have materials delivered to their homes.
- Teachers are available Monday - Friday from 9 - 11 am. Please send them an email and they will respond right back.



What will instruction look like on a weekly basis?

Central Elementary School

- Students will receive daily instruction in the areas of literacy, writing, math, music, and physical education. Other content areas may be integrated into these subject areas.
- Instruction will be provided through a combination of work packets and short YouTube videos.
- Packets will be supplied every two weeks through a pick up at the elementary. Families that cannot make it to the pickup site will have materials delivered to their homes the following Monday.
- YouTube videos will be emailed out by the classroom teacher at 11:00 a.m. daily. These videos will provide direct instruction as well as directions for how to complete the packet work.

What will instruction look like on a weekly basis?

Central Middle School


- Teachers will assign work every Monday starting Monday, March 30.
- The work will be accessible to students every Monday morning at 8:00 A.M. via Google Classroom if students are doing work online.
- If students cannot complete work online, the bus company will deliver the work each Monday to your residence.
- Student online work needs to be completed by 11:00 P.M. on Sunday the week it is assigned.
- If students cannot complete work online, completed student work will be collected each week when new student work is dropped off by the bus company.



What will instruction look like on a weekly basis?

Central High School


- Distance learning will be delivered primarily through the use of Chromebooks and Google Classroom.
- Teachers will be placing one weeks worth of lessons and materials on Google Classroom every Monday by 8:00 AM, starting on March 30, 2020.
- Students not able to access their work online will have hard copies of work delivered to their home every Monday by 4.0 transportation. Work from the previous week will be collected at that time.
- Student work must be completed by Sunday at 11:00 PM the week that it is assigned.
- All formative and summative assessments will be updated weekly in Infinite Campus. Parents are encouraged to check their child's progress regularly.



How much time can I expect my child to be engaged in instruction?


These instructional guidelines will be followed from Monday, March 30 - Friday, April 10. Adjustments will be made after this time based on feedback.

Grade Level	Combined Instructional Time and Student Work Time (all are approximate)
E-5	1 to 1.5 Hours Total
6-12	30 Minutes Per Course



How will my child engage in the learning process?

- Teachers will ensure that students are engaging in distance learning instruction and aligned instructional activities on a daily basis.
- Students 6-12 may complete work on or offline.
- There is not an expectation that students need to be online 100% of the time.
- All presentations, discussion, tutorials, or demonstrations will be recorded for learning flexibility.



How will parents connect with teachers if we have questions?

- Office hours will be a time when parents and students can get timely responses to questions, emails, voicemails, and chats.
- Teachers will communicate the best method of contact.
- Each teacher in Central Public Schools will have office hours Monday - Friday from 8:30-11:00.
- If a teacher will be unavailable during this time (by using sick leave for an approved reason) the teacher will notify their classes directly.




How will daily attendance be taken?

Grades E-5:

- Teachers will assume students are present unless a parent/guardian has contacted them regarding an illness

Grades 6-12:

- Record of attendance will be tracked through work completion.
- Teachers will reach out to parents if they notice that a student is not on track to finish the assigned work for the week.
- This process will be under review as the situation changes and as CPS collects more data.



What if we don't have the necessary technology at home?

It is very important that you notify the district immediately if you do not have internet access or the necessary technology in your home so accommodations can be made for your family.



What about the needs of Special Education learners?

District 108 has received the following guidance from the Minnesota Department of Education:

We will ensure to the greatest extent possible, each student with a disability will be provided special education and related services in accordance with their IEP or 504.

Special education teachers will consult with parents and general education teachers on accommodations and modifications for specific students.

What is the plan for MCA or ACT Testing?

Minnesota Comprehensive Assessments (MCA's):

- The Minnesota Department of Education is in the process of securing a waiver for accountability testing.

ACT:

- As of this time (3/25) ACT testing will be postponed.

Advanced Placement (AP):

- As of this time (3/25) we are waiting for guidance from the College Board. If you have a student in an AP course, your instructor will communicate updates as they come.

Questions??

Elementary:

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Middle School

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- [Debbie Dettmann](#) - 952-467-7202

High School

- [Tom Erickson](#) - 952-467-7101
- [Linnae Pauman](#) - 952-467-7102

[Link to staff directory](#)

Community Ed

- [Julie Kuenzel](#) - 952-467-7391

School Counselor

- [Brittany Schmidt](#) - 952-467-7111

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